



GOVERNOR'S OFFICE OF
BUDGET AND PROGRAM PLANNING

Fiscal Note 2009 Biennium

Bill #	HB0693	Title:	Electronic records, documents, and communication preservation
Primary Sponsor:	Butcher, Edward B	Status:	As Introduced

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Significant Local Gov Impact | <input type="checkbox"/> Needs to be included in HB 2 | <input type="checkbox"/> Technical Concerns |
| <input type="checkbox"/> Included in the Executive Budget | <input checked="" type="checkbox"/> Significant Long-Term Impacts | <input type="checkbox"/> Dedicated Revenue Form Attached |

FISCAL SUMMARY

	<u>FY 2008 Difference</u>	<u>FY 2009 Difference</u>	<u>FY 2010 Difference</u>	<u>FY 2011 Difference</u>
Expenditures:				
General Fund	unknown	unknown	unknown	unknown
Revenue:				
General Fund	\$0	\$0	\$0	\$0
Net Impact-General Fund Balance	<u>unknown</u>	<u>unknown</u>	<u>unknown</u>	<u>unknown</u>

Description of fiscal impact: Until the state records management guidelines are updated per Section 1 (2) of the bill, the fiscal impact is unknown. However, changing from the current (up-to) 3-year hard copy retention guidelines are updated to 7-year retention time frame (including electronic files) could have a significant impact on the resources necessary for state agencies to comply.

FISCAL ANALYSIS

Assumptions:

1. Current state retention guidelines direct agencies to retain hard copies for up to 3-years. There are no current guidelines for retention of electronic documents.
2. The bill directs the Secretary of State's office to update guidelines to include 7 years retention as well as retention of electronic documents including e-mail.
3. Until these guidelines have been clearly defined, the impact cannot be estimated.
4. However, the technology impact to state agencies for software systems for document tracking as well as costs of additional storage capacity would be significant – potentially over \$1 million per year.

Effect on County or Other Local Revenues or Expenditures:

1. Impacts would be equally significant to local governments for the extended time frame of document storage.

Sponsor's Initials

Date

Budget Director's Initials

Date